

Foundation for Polish Science (FNP)

with registered office in Warsaw 02-611, ul. I.
Krasickiego 20/22

European Funds for a Smart Economy (FENG) programme

**Application for funding of the project
in the competition
1/2024**

International Research Agendas (IRAP)

Priority axis	Measure
An innovation-friendly environment	International Research Agendas

PROG.XX.YY-IN.ZZ-0001/23		
Application for funding number	Date of application	Call number

GENERAL INFORMATION

The application should be submitted electronically using the FNP electronic system by registering at <https://wnioski2023.fnp.org.pl>. After logging in the electronic system, one should choose from the list of available calls for proposals the one relevant to Measure 2.1 FENG International Research Agendas, and then proceed to filling in the application for funding. Data in the electronic form should be filled in in Polish. Annexes should be included in the system in Polish and, if applicable, in a foreign language letter of intent and sworn translation, using the appropriate specimen forms. Specimen forms can be found both in the "Files to download" section and in each section requiring the attachment of a relevant document.

1. PROJECT INFORMATION

1/2 Basic information about the project	
Project number	<i>(generated by the system)</i>
Project title	...
Keywords in Polish	...
Field and specialisation	
Field and specialisation (more than one may be indicated)	Science - Level 1
	<i>Drop-down list</i>
	Area - level 2
	<i>Drop-down list</i>
	Specialisation - level 3
	<i>Drop-down list</i>
Project description	...
Start date of the project	<i>To be entered by the Applicant</i>
Date of project completion	<i>Taking into account that the project can last no less than four years, i.e. 48 months.</i>
Place of implementation - entire country	<i>NO (answer automatically generated due to specifics of the IRAP project)</i>
Postcode	
Address of project site	Province <i>(select from the drop-down list)</i> County <i>(select from the drop-down list)</i> Municipality <i>(select from the drop-down list)</i> City <i>(select from the drop-down list)</i> Street <i>(select from the drop-down list)</i>
Building number	
Premises number	
The theme of the project fits into the following National Smart Specialisations (NSS)	<i>Drop-down list</i>
Justification that the research planned in the project involves industrial research or experimental development.	<i>(Max. 3000 characters)</i>

2/2 Contact persons on behalf of the Applicant for project evaluation	
First name	...
Last name	...
Title/degree	...
Country	Drop-down list
Town	Drop-down list
Postcode	...
Street	Drop-down list
Building number	...
Premises number	...
Correspondence email	...
Phone	...
Additional contact person (if applicable)	
First name	
Last name	
Correspondence email	

2. APPLICANT - INSTITUTION

Applicant - Institution	
Name	...
Type of identifier	NIP
NIP
Legal form	Drop-down list
Form of ownership	Drop-down list
Country	Drop-down list (according to competition regulations - Poland)
Postcode	...
Applicant's address	Province (select from the drop-down list) County (select from the drop-down list) Municipality (select from the drop-down list) City (select from the drop-down list) Street (select from the drop-down list)
Building number	...
Premises number	...
Correspondence email	...
Phone	...
Website	...
VAT recoverable	

Participation of other actors	No (<i>in accordance with the competition rules</i>)
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3. HEAD RESEARCHER AND LEADERS

Head researcher	
First name	...
Last name	...
Title/degree	...
Nationality	<i>Drop-down list</i>
Polish citizenship	<i>Yes/No (optional)</i>
Country of residence	<i>Drop-down list</i>
Town	<i>Drop-down list</i>
Postcode	...
Street	<i>Drop-down list</i>
Building number	...
Premises number	...
Correspondence email	...
Phone	...
Website	...
Institution	...
Unit	...
I am implementing a European Research Council grant	<i>Yes/No (optional)</i>
Planned staffing of the IRAP unit (not less than 0.75 FTE, for ERC laureates, not less than 0.5)	...
Lead Applicant - CV	<i>As an annex</i>
Achievements	<i>In the form of annexes (max 5)</i>

You must enter the details of at least one leader in the online application. You can add a maximum of 3 leaders.

[+ Add a leader](#)

Research group leader	
First name	...
Last name	...
Title/degree	...
Nationality	<i>Drop-down list</i>
Polish citizenship	<i>Yes/No (optional)</i>
Country of residence	<i>Drop-down list</i>
Town	<i>Drop-down list</i>
Postcode	...
Street	<i>Drop-down list</i>
Building number	...

Premises number	...
Correspondence email	...
Phone	...
Website	...
Institution	...
Unit	...
I am implementing a European Research Council grant	Yes/No (optional)
Planned staffing of the IRAP unit (full-time required, except for ERC laureates, in which case not less than 0.5 FTE)	...

Research group leader - CV	<i>In the form of annexes</i>
Achievements	<i>In the form of annexes (max. 3)</i>

4. COMPATIBILITY OF THE PROJECT WITH EU HORIZONTAL POLICIES

1/4 Meeting the horizontal principles of equal opportunities and non-discrimination	
Justification of Project compliance with the principle of equal opportunities and non-discrimination	<i>Max. 3000 characters including spaces</i>
Justification of the Project's compliance with the principle of equality between men and women	<i>Max. 2000 characters including spaces</i>
Products/services in the Project (multiplied section)	...
Product/service name	<i>Max. 200 characters with spaces</i>
Impact	<i>positive/neutral (optional)</i>
Justification	<i>Max. 500 characters including spaces</i>

2/4 Compliance of the Project with the Charter of Fundamental Rights (CFR)	
Compliance of the Project with the Charter of Fundamental Rights	Max. 4000 characters including spaces

3/4 Compliance of the Project with the Convention on the Rights of Persons with Disabilities (CRPD)	
Compliance of the Project with the Convention on the Rights of Persons with Disabilities (CRPD)	Max. 4000 characters including spaces

4/4 Meeting the principle of sustainable development	
Description of the Project's compliance with environmental regulations, indicating the relevant legal acts	<i>Max. 2000 characters</i>
Description of how the project will be implemented according to the 6Rs principles or according to the positive impact on other environmental aspects (not covered by the 6Rs principles); a minimum of 2 environmental indicators should be indicated in the table.	<i>Max. 4000 characters</i>

Environmental indicators							
Environmental indicators	Type of indicator	Baseline	Target value	Unit of Measurement	Base year	Year of achievement of target value	Description of the methodology for calculating the indicator and how the achievement of the planned indicator values will be verified
Indicator name	Drop-down list: <ul style="list-style-type: none"> • The 6R principle: refuse • The 6R principle: reduce • The 6R principle: reuse • The 6R principle: recover • The 6R principle: recycle • The 6R principle: rethink • Environmental aspect other than 6R 						Max. 500 characters
...							

5. PARTNERS

1/2 Scientific entity - Foreign research partner	
Institution	...
Website	...
Country	...
Letter of intent from a foreign scientific partner	Annex
Contact person for project evaluation on behalf of the foreign scientific partner	
Name	...
Name	...
Scientific title	...
Correspondence email	...
Phone	...

2/2 Company - Partner (if applicable)	
Name of company	...
Country	...
Contact person for the evaluation of the project on behalf of the business partner	
First name	...

Last name	...
Scientific title	...
Correspondence email	...
Phone	...

6. BUDGET

1/5 Project timeframe					
Duration of project	<i>Date copied automatically from the project information section</i>				
2/5 Settlement periods					
Accounting years	<i>The system automatically divides the project duration based on start and end dates into 5 12-month periods</i>				
3/5 Budget category amounts planned for subsequent financial periods					
Name	1 year	2 year	3 year	4 year	5 year
Task 1					
Conducting R&D activities and developing the IRAP Unit					
1.1a Salaries of R&D personnel
1.1b Scholarships
1.2 Development of R&D staff
1.3 Other direct costs
Task 2 Equipping the IRAP Unit					
2.1 Purchase of scientific and research equipment
2.2 Purchase of intangible assets
Task 3 Subcontracting					
3.1 Subcontracting
Task 4 Promotion of the project					
4.1 Promotion of the project
Task 5 Project indirect costs					
5.1 Indirect costs of the project
4/5 Total costs					
Sum of all costs within 12 monthly periods					
Total					
Funding					
Qualified	<i>The system calculates the values automatically</i>				
Total budgeted costs					
Total					
Funding					
Qualified	<i>The system calculates the values automatically</i>				
5/5 Justification of expenditure					
Justification of expenditure	<i>In the form of an annex, in Polish</i>				

7. INDICATORS

Project indicators						
Indicator name	Target value		Unit of measurement	Description of the methodology for calculating the indicator and how the achievement of the planned indicator values will be verified		
Result indicators						
Researchers working at supported research facilities	...		EPC	Max. 500 characters		
Nominal value of equipment for research and innovation	...		PLN	Max. 500 characters		
Companies working with research organisations	...		company	Max. 500 characters		
Number of R&D projects carried out	...		pcs.	Max. 500 characters		
Project implementation indicators						
Indicator name	Baseline	Target value	Unit of measurement	Base year	Year of attainment of target value	Description of the methodology for calculating the indicator and how the achievement of the planned indicator values will be verified
Patent applications filed	pcs.	Max. 500 characters
Publications of supported projects	pcs.	Max. 500 characters

8. ANNEXES AND DECLARATIONS

1/2 Annexes
ATTACHMENT 1: International Research Agenda
<i>Up to 10 A4 pages, Polish, according to the template, attachment in pdf format, Page limit excludes title page and up to 1 page of references</i>
ATTACHMENT 2: Description of the legal form of the Beneficiary's IRAP implementing unit
<i>1 page A4, , according to the template, attachment in .pdf format</i>
ATTACHMENT 3: Management of the IRAP unit
<i>Up to 10 A4 pages, according to the template, attachment in .pdf format</i>
ATTACHMENT 4: Commercialisation and management strategy for intellectual property
<i>Up to 2 A4 pages, according to the template, attachment in .pdf format</i>
ATTACHMENT 5: Descriptions of the IRAP project site and equipment

2 A4 pages, according to the template, attachment in .pdf format
ATTACHMENT 6: Project timetable
according to model, attachment in .pdf format
ATTACHMENT No 7: Management of conflicts of interest
1 page A4 in, not including the page with the linkage tables, appendix in pdf format

2/2 Statements	
Statement by the head researcher of the project	Attachment in pdf format

1. Statements by the Applicant	
1 I declare that the information contained in this Application for funding is factually and legally correct and that I am aware of the criminal responsibility for making false statements.	Yes (the only option to deselect)
(2) I declare that I have read the Regulations for Project Selection and its annexes and accept their provisions.	Yes (the only option to deselect)
(3) I undertake to make the project site available for evaluation prior to signing the Funding agreement for the project, to be carried out by the Managing Authority, Intermediate Body or other authorised institution or organisational unit.	Yes (the only option to deselect)
4 I declare that the institution which I represent has the consents (in written or documentary form) of all persons whose personal data is provided in the application to process such data and to entrust them to the Intermediate Body for processing in order to carry out the project selection procedure, and I declare that I will provide the Intermediate Body with the abovementioned consents in written or documentary form upon request.	Yes (the only option to deselect)
(5) I declare that the institution which I represent is in possession of the original documents, scans of which have been attached to the application.	Yes (the only option to deselect)
(7) I undertake to participate in surveys, interviews and to make information available for the purposes of evaluations (assessments) carried out by the Managing Authority, Intermediate Body or other authorised institution or organisational unit or entity carrying out the evaluation.	Yes (the only option to deselect)
8 I acknowledge that some correspondence relating to the call will be addressed to the Applicant by email - in accordance with the Regulations for Project Selection - and I undertake to receive this correspondence on a regular basis.	Yes (the only option to deselect)
(9) I declare that, if the Project is qualified for funding, the IRAP unit will apply for the permits necessary for its implementation and will refrain from commencing research work until the necessary permits have been obtained.	Yes (the only option to deselect)

4 Information clause

Data controller

The administrator of personal data of all people participating in the implementation of the IRAP Project (on behalf

of the Applicant, Beneficiary, external entities, including persons indicated in the application for funding of the project in the competition: contact persons for project evaluation on behalf of the Applicant, Strategic Partner and Business Partner, Head researcher of the project, research group leaders), as well as persons authorized for current contacts in the implementation of the Funding Agreement, processed for the purpose of participation of these people in the process of application for funding and subsequent support and evaluation of the IRAP Project. The Foundation for Polish Science with its seat in Warsaw, Ignacego Krasickiego Street 20/22, 02-611 Warsaw, registered in the register of associations, other social and professional organisations, foundations and independent public health care centres, conducted by the District Court for the Capital City of Warsaw in Warsaw, 13th Economic Department of the National Court Register under the KRS number 0000109744, NIP 5260311952, REGON 012001533). The Administrator processes all personal data specified in the application for funding of the project in the competition, as well as other personal data indicated in the competition and project documentation.

Data Protection Officer

The Controller has appointed a Data Protection Officer (DPO). You can contact the DPO on all matters concerning the processing of your personal data, e-mail address iodo@fnp.org.pl or at the Administrator's registered office address.

Purpose, legal basis and duration of processing

Personal data shall be processed for the purpose of carrying out a project co-financed from European Union funds on the basis of the provisions of the Act of 28 April 2022 on the principles of implementation of tasks financed from European funds in the financial perspective 2021-2027, in particular:

- a) evaluation and selection of the proposal for funding,

If funding is awarded:

- a) to conclude a performance and funding agreement for the project,
- b) supervision of project implementation,
- c) its evaluation, control, audit,
- d) evaluation of information and promotion activities,
- e) project acceptance, evaluation and financial clearance,
- f) and where applicable to the establishment, assertion or defence of claims.

Personal data has been obtained from the Applicant who has completed the Application for funding in the FNP system, alternatively, personal data may come from publicly available records.

The legal basis for the processing of personal data by the Administrator is the fulfilment of legal obligations and the performance of tasks carried out in the public interest or the exercise of public authority entrusted to the Administrator. Providing personal data is a statutory requirement and failure to provide it may result in a negative assessment of the application or failure to conclude a funding agreement.

Personal data will be processed in accordance with the regulations on the national archives and archives, until

the completion of all tasks related to the implementation and settlement of the FENG 2021-2027, subject to regulations that may provide for a longer period of control, in addition to the regulations on state aid and *de minimis aid*, as well as the regulations on tax on goods and services.

Recipients of personal data

Personal data may be communicated to the following categories of data recipients: public authorities and entities performing public tasks or acting on behalf of public authorities, in particular: European Funds Ombudsman, experts, Audit Authority, European Union (EU) institutions or entities entrusted by the EU with tasks related to the implementation of the FENG 2021-2027, to the extent and for the purposes that result from the provisions of the law, entities providing services necessary for the FNP to perform its tasks, including IT partners, entities providing technical or organisational support (with such entities processing data on the basis of an agreement with the Administrator and only in accordance with the Administrator's instructions). In the case of transfer of personal data to experts or reviewers from outside the EU, personal data will be transferred to a third country subject to the requirements established by data protection legislation and adequate or appropriate safeguards.

Rights of data subjects

At any stage of the FNP's processing of your data, you have the right to:

1. access to your data, including obtaining information about the extent of the data we process and obtaining a copy of that data;
2. to modify and correct their data, provided that there are no other legal contraindications to limit their processing;
3. the complete deletion of your data ("right to be forgotten"), if there are no other legal contraindications;
4. not to be subject to automated decisions based on profiling;
5. to object to the processing of personal data, unless there are other legal contraindications;
6. limitation of processing, unless there are other legal contraindications;
7. to transfer the data to another Data Controller if the data are processed in connection with a consent given or a contract concluded,
8. lodge a complaint with the President of the Data Protection Authority about inappropriate data processing;
9. revoke consent at any time without affecting the lawfulness of processing carried out on the basis of consent before revocation (if processing is based on consent).

Detailed information on how to exercise your rights can be found on the FNP website (www.fnp.org.pl), under *Data Protection* (<https://www.fnp.org.pl/ochrona-danych-osobowych/>).

By proceeding to the editing of the application, I declare that the persons whose data have been included in this form have been informed of this fact through the provision of information on personal data protection indicated in the above information clause. I declare that, upon request of the Intermediate Body, I will provide confirmation (in written or documentary form) that these persons have read the above information clause.

9. VERIFICATION AND APPLICATION

1/3 Verification and closure of the application

The system automatically checks the application against the required fields and annexes. Any errors or omissions are displayed with an indication of the section in which the correct data should be entered. Correct verification involves activation of the "Finish editing data" button. After the button has been used, it will not be possible to make any further changes to the application.

2/3 Generation and downloading of the application

Download the application

*Button to generate an application and download it as a .pdf file
The downloaded application should be signed using an electronic signature*

3/3 Attachment of the signed application

To correctly submit an application, attach the signed, pre-generated .pdf application and then use the 'Submit Application' button and, if applicable, the authorisation or power of attorney file. The system will inform you that the application has been submitted correctly and send information to the email addresses indicated in the application.